



**CITY OF HOUSTON**  
**PUBLIC WORKS AND ENGINEERING**  
**DEPARTMENT**  
**S36-Q25237**

**NOTICE OF REQUEST FOR INFORMATION**

**STRATEGIC**  
**PROCUREMENT**  
**DIVISION**

901 Bagby, Concourse  
Level, Houston TX

**WATER LOSS AUDIT – REVENUE ENHANCEMENT STRUCTURE**

The City of Houston Public Works and Engineering Department is considering soliciting proposals from Consultants(s)/Contractor(s) specializing in Water Loss Audit – Revenue Enhancement Structure Services. Please review the basic overview of the intended Scope of Services below. If you believe your firm can provide a recommendation to enhance the overall RFP development, please submit your information via **Six (6) Hard Copies and Six (6) Thumb Drives**. All information provided and expenses incurred shall be at “**NO COST**” to the City of Houston.

Please submit your information to Valerie Player-Kaufman, Senior Procurement Specialist by **4:00 p.m. CST, November 13, 2014** to the following address:

Mail:

Valerie Player-Kaufman  
City of Houston  
Strategic Procurement Division  
901 Bagby  
Houston, TX 77002

**PURPOSE**

The purpose of this Request for Information (RFI) is to solicit information from qualified consultants to determine ability to analyze water loss and develop recommendations/programs for reducing water loss and enhancing system revenue.

**1. BACKGROUND:**

The City of Houston (COH) through the Combined Utility System (CUS) provides untreated water, potable water and/or wastewater services to households, businesses, utilities and utility districts within the City limits. Beyond the City Limits, the City provides contracted potable water to utility districts, other municipalities and regional water authorities. The COH is currently capable of supplying 1,172 million gallons per day (MGD) of drinking water to its citizens. Our water production system includes three surface water treatment plants and groundwater wells with a production capacity of more than 865 MGD per day of drinking water. Our customers used an average of 651 MGD of water (potable and non-potable) each day for fiscal year 2013.

## Statement of Work for Water Loss Audit – Revenue Enhancement Structure Services

The City also provides untreated surface water to industrial users and wastewater services through 40 wastewater treatment plants. The total permitted capacity is 563 MGD. On an average day, the CUS treats 285 million gallons, which currently means there is capacity available for flow increases from storm water and for new customers.

Water System Accuracy and Losses: Associated variable discussion

- Production
- Distribution
- Meter Readings
- Water Storage
- Water for Fire and Maintenance
- Loss from Leaks and Theft
- Automated Water System Control Board
- Geospatial Analysis
- Water Loss Reduction through Water Meter Maintenance Programs
- Meter System Accuracy and life expectancy

**Texas Water Development Board**

<http://www.twdb.state.tx.us/>

### 2. **PROPOSED SCOPE OF WORK:**

The City of Houston is seeking consultant(s) to provide deliverables listed below which represent actionable items that make water loss and revenue enhancement sustainable overtime. The premise is that once a sustainable method is developed, the COH team can execute over time.

### 3. **DELIVERABLES:**

- 3.1 Detail type of information/data Public Works & Engineering will be required to furnish to fit firms methodology to provide the final results.
- 3.2 Proposer Firm Description:
  - Summary of main purpose of Firms Core Business
  - Length of time in business
- 3.3 Proposer Published Works:
  - Reports
  - Scientific Papers
  - Etc.
- 3.4 Proposer Capability and Experience:
  - Experience and Knowledge of Water Accountability Studies
  - Summary of Methodology applied to Projects

## Statement of Work for Water Loss Audit – Revenue Enhancement Structure Services

### 3.5 Proposer Project References:

- Title of Projects
- Description of Projects (SOW)
- Projects Measurable Results

### 3.6 References:

- Client List - where the firm has performed similar services
- Contacts Names
- Contacts Information

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City Purchasing Agent

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Date